

From: Loeff, Scott
Sent: Wednesday, February 20, 2013 3:54 PM
To: Berlin, Steve
Cc: Hopkins, Marlene; Scanlan, Elizabeth
Subject: RE: Gift Issue

On Wednesday, February 20, 2013, an unpaid intern with the Department of Buildings Jinjin Huang who is from China present to myself and Elizabeth Scanlan, a decorative set of two pairs of chop sticks. Ms. Huang is going to school at IIT. She stated she got these items from her parents who came to see her recently from China.

While the Department of Buildings has a no gift policy, we did not want to cause any cultural offense by refusing the gifts. Therefore we would like to accept them on behalf of the City of Chicago and will place out for display in Department Offices.

Scott Loeff PHR
Assistant Commissioner-Labor Relations
Department of Buildings